

## **Purpose**

Establish a uniform and fair method of upgrading construction technicians within the existing step ranges.

## **Policy**

Level I applicants must have a high school diploma or the equivalent plus one (1) year of full time related employment to be considered for a full time employment.

Level II applicants must have a high school diploma or equivalent plus a minimum of three (3) years full time paid related employment and must have successfully passed the level II NICET Construction, Materials or Survey exam, prior to the year 2001 test cycle, or level II of the T<sup>3</sup> (Transportation Technician Training) course to be considered for the position.

Level III applicants must have a high school diploma or equivalent, a minimum of five (5) years full time paid related employment, must have successfully passed the level III NICET Construction, Materials or Survey exam, prior to the year 2001 test cycle, or level III of the T<sup>3</sup> (Transportation Technician Training) course. Must have a recommendation from the Resident Engineer and have a passing grade from a peer review board to be considered for the position. (See note #2)

Level IV applicants must have a high school diploma or equivalent plus a minimum of seven (7) years full time paid related employment, two years of which must have been as a Construction Technician III. Must have successfully passed the level IV NICET exam in the related field in which they are applying, prior to the year 2001 test cycle, or level IV of the T<sup>3</sup> (Transportation Technician Training) course.

**NOTE #1** Level I, II, and III positions will be filled without changing the number of F.T.E.'s under the Resident Engineer. Level IV position is an advertised position and a vacant F.T.E. position must be available before the position can be filled.

**NOTE #2** The Applicant must initiate the upgrade to a level III by completing the Candidate Qualification Worksheet and then sit before a peer review board. The board will be composed of five peers chosen by the Region Construction Engineer and Resident Engineer. The purpose of the board is to determine if the applicant can perform as a level III technician. If the peer review board determines that the applicant is not ready for a level III position, a performance plan will be submitted to the Region Construction Engineer which will, if followed, bring their performance to a level III. If the peer review board recommendation and the Resident Engineer are not in agreement the Region Construction Engineer will make the final decision on the upgrade.